

## **MANSFIELD TOWNSHIP COMMITTEE MEETING**

**August 11, 2021**

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Express Times NJ Zone of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Salute to the flag was done by all.

### **APPROVAL OF THE MINUTES**

Mr. Hayes made a motion to approve the July 28, 2021 Regular Session Minutes, which was seconded by Mr. McGuinness.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mr. Hayes made a motion to approve the July 28, 2021 Executive Session Minutes, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

### **BILL LIST**

Mrs. Mora Dillon made a motion to approve the August 11, 2021 Bill List, which was seconded by Mr. McGuinness.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

### **CLERK'S REPORT**

Ms. Hrebenak stated that she has a personnel matter dealing with Arbitration to be discussed in Executive Session.

### **FINANCE REPORT**

Mrs. Mollineaux stated a few resolutions on tonight's agenda:

- After Executive Session at the last meeting, the decision was made to hire a full-time employee for public works
- A resolution to cancel some escrow balances
- A resolution for a request to donate police radios that was also discussed last week

## **EMPLOYEES' REPORTS**

Mrs. Fascenelli reported:

Green Team Re-Certification – The Green Team was supposed to re-certify this year. Sustainable Jersey has extended that deadline due to COVID. Upon submitting an extension, we were notified today that we were granted the extension. We will start working on some projects in hopes to re-certify next year.

Road-Side Clean Up – There is a Girl Scout troop that is interested in doing a road-side clean up. 8/15/2021 is the tentative schedule for Washburn Road. It will be a mile one way and another mile back. They also volunteered to come in and help re-pot some of the plants we have in the building. We will arrange for them to do that.

Mr. Snyder reported:

Mt. Bethel Road Paving – They are still on schedule to pave on August 23<sup>rd</sup>.

Football Fields – All the rec fields are painted except for the football field which will be done either tomorrow or Friday. That will be inspected early next week. All the practice fields have been moved down to the football field so there are three practice fields around their playing field so everything is in that one spot. They won't interfere with soccer.

Soccer Field Painting – The soccer field down here has to be painted as a football field because they have a tournament coming up. We will paint it a different color – soccer will be white; football will be blue which will wear off.

Other Work – We will be out road-side mowing and fixing catch basins.

Tennis Courts – Mrs. Mora Dillon stated she received a call about the tennis courts. Both she and Mr. Snyder received phone calls from a woman regarding pickle ball. The woman sent Mrs. Mora Dillon a diagram of how to fit four pickle ball courts on one tennis court. Mr. Snyder stated it can be done, but you'll have three tennis courts going one way, and the pickle ball courts going the other so there'd have to be a net to keep the pickle ball from going across the tennis courts. He suggested it would be better to put two in, end to end, to keep them the same way the tennis people will play. You can get two pickle ball courts on one tennis court. Mrs. Mora Dillon stated we have to wait for the grant for the resurfacing and paint to be done, approximately \$20,000-\$30,000. Mrs. Mora Dillon suggested doing the pickle ball courts at the same time and to get prices. She and Mr. Snyder will discuss it.

## **ENGINEER'S REPORT**

No report due to the engineer's absence.

**PUBLIC PORTION**

Mayor Watters opened the Public Portion of the meeting for comments.

Scott Reyes, 3 Country Meadow Road, asked about municipal budget shortfalls from traffic fines and other revenues due to COVID. Mrs. Mollineaux explained our conservative revenue anticipation and that the traffic revenue shortfall was absorbed by other revenues.

Carol Thompson, 510 Rt. 57, is concerned that the cease-and-desist letter sent to Rt. 57 junk yard didn't do anything. Mr. Lavery stated it was a letter to notify them they are operating without a license. There are charges pending in municipal court. Further discussion of the matter took place.

Mayor Watters asked for further comments from the public; seeing none, the public portion was closed.

**RESOLUTIONS**

**RESOLUTION # 2021-153  
TO AUTHORIZE AND APPROVE A SALARY FOR AN EMPLOYEE**

**WHEREAS**, Ordinance Number 2020-14 established the salaries and wages for the employees of the Township of Mansfield, County of Warren,

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren that the following named employee shall be compensated for the year 2021, unless otherwise noted, in the amount as designated below:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Matthew S. Wielgus	Machine Operator	\$ 37,500.00 Commencing 8/30/21
Matthew S. Wielgus	Recycling Attendant	\$ 42.26/Hr. Commencing 8/30/21

**RESOLUTION # 2021-154  
TOWNSHIP OF MANSFIELD  
WARREN COUNTY, STATE OF NEW JERSEY**

**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO CANCEL AGED ESCROW BALANCES**

**WHEREAS**, the Township of Mansfield has reviewed the Township's escrow accounts,

**WHEREAS**, there are aged deposits for which there is no stated purpose; and

**WHEREAS**, these accounts are as follows:

1. Act. # T-14-56-289-1224-0000 Castle Creek – Driveway \$ 2,189.23
2. Act. # T-14-56-289-1229-0000 Castle Creek – Monuments \$ 1,021.27
3. Act. # T-14-56-289-1234-0000 Karrville School \$ 483.56

4. Act. # T-14-56-289-1238-0000 Economic Development \$ 1,492.06

**WHEREAS**, there no longer remains a need for said escrows;

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Mansfield, County of Warren hereby authorizes the Chief Financial Officer to take the necessary steps to cancel these accounts from the Developer's Escrow Account and deposit said funds as MRNA in the Township of Mansfield's Current Fund Account.

**RESOLUTION # 2021-155**  
**Endorsement of Redeemed Municipal**  
**Tax Sale Certificate**

TOWNSHIP OF MANSFIELD  
WARREN COUNTY, STATE OF NEW JERSEY

**BE IT RESOLVED**, by the Township Committee of the Township of Mansfield that the following Tax Sale Certificate, held by the Township, having been paid and satisfied in full pursuant to N.J.S.A. 54:5-59; the Mayor and Township Clerk are hereby authorized and directed to endorse same for cancellation, affix the Township Seal, and return same to the Tax Collector for delivery to the property owner or legal representative pursuant to N.J.S.A. 54:5-55.

Tax Sale Certificate Number	Block / Lot	Original Certificate Amount
19-00011	2606 / 8	\$ 4,069.69

Redemption Date July 29, 2021

**RESOLUTION # 2021-156**  
**Resolution Authorizing Assignment of Tax Sale Certificate**

TOWNSHIP OF MANSFIELD  
WARREN COUNTY, STATE OF NEW JERSEY

**Whereas, N.J.S.A. 54:5-113** authorizes assignment by a municipality of tax sale certificates for the full amount of the certificate, including all subsequent municipal taxes and other municipal charges; and,

**Whereas**, Neil Leonhardt has presented an offer to purchase, by assignment, Certificate of Sale 1812 which was issued by the Township of Mansfield at a tax sale held 11/29/2018 on Block 2611 Lot 10, known as Port Murray Road, Port Murray, NJ 07865 and assessed to Bernice Robinson in the amount of \$1,657.88, being the full amount of the certificate, including all

subsequent municipal taxes and other charges.

**Now, therefore, be it resolved**, that the Township of Mansfield, hereby authorizes the Mayor and Municipal Clerk to execute the necessary assignment document to effect assignment of the above referenced Certificate of Sale.

**Be it further resolved**, that a copy of this resolution be forwarded to the Tax Collector of the Township of Mansfield.

**RESOLUTION # 2021-157  
DUPLICATE TAX SALE CERTIFICATE**

TOWNSHIP OF MANSFIELD  
WARREN COUNTY, STATE OF NEW JERSEY

**WHEREAS**, the Tax Collector of Township of Mansfield has previously issued a tax sale certificate to the lienholder, covering the premises commonly known and referred to as Block 2719, Lot 1 as set out on the municipal tax map then in use which certificates bear the number 15-00034; and

**WHEREAS**, the lienholder of the aforesaid tax sale certificate has indicated to the Tax Collector that he has lost or otherwise misplaced the original tax sale certificate and has duly filed the appropriate affidavit of loss with the Tax Collector, a copy of which is attached hereto;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield that the Tax Collector of Township of Mansfield be and is hereby authorized, upon receipt of the appropriately executed and notarized loss affidavit and the payment of a fee of \$100.00 per certificate, to issue an appropriate duplicate tax sale certificate to the said lienholder covering the certificate lost as previously described all in accordance with the requirements of Chapter 99 of Public Laws and 1997.

**BE IT FURTHER RESOLVED** that a copy of this resolution and the loss affidavit be attached to the duplicate certificate to be issued to said property owner and that said duplicate certificate shall be stamped or otherwise have imprinted upon it the word “duplicate” as required by law.

**RESOLUTION NO. 2021-158  
OF THE TOWNSHIP COMMITTEE OF  
THE TOWNSHIP OF MANSFIELD**

*Resolution of the Township of Mansfield, County of Warren and State of New Jersey,  
Authorizing the Award of a Non-Fair and Open Professional Service Contract for the Position  
of Legal Counsel to perform In Rem Foreclosure Procedures to Goldenberg, Mackler, Sayegh,  
Mintz, Pfeffer, Bonchi, Gill*

**WHEREAS**, the Township of Mansfield has a need to appoint an Attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or Section 2.13.1 of the Township Code as appropriate; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et. seq) requires that the Resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be awarded for public inspection; and

**WHEREAS**, The Attorney shall be appointed and shall hold the position for the duration of the contract to complete the In-Rem Foreclosures per the list provided by the Township Tax Collector; and

**WHEREAS**, the term of this appointment and contract for this service is no more than one year from the date authorizing the contract; and

**WHEREAS**, Keith A. Bonchi of GMS Law Attorneys will provide In Rem Foreclosure procedures as per proposal dated July 29, 2021 on file in the Township Clerk's Office; and

**WHEREAS**, Goldenberg, Mackler, Sayegh, Mintz, Pfeffer, Bonchi, Gill has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Township of Mansfield with the elected officials in the previous one year, and that the contract will prohibit Goldenberg, Mackler, Sayegh, Mintz, Pfeffer, Bonchi, Gill from making any reportable contributions through the term of the contract; and

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey authorizes the Mayor to enter into a contract with Goldenberg, Mackler, Sayegh, Mintz, Pfeffer, Bonchi, Gill as described herein to the satisfaction of the Township Committee; and

**BE IT FURTHER RESOLVED**, that the contract, resolution and other pertinent documents shall remain on file in the office of the Township Clerk; and

**BE IT FURTHER RESOLVED** that a notice of this action shall be printed once in the Township's legal newspaper.

**RESOLUTION #2021-159**

**Township of Mansfield  
Warren County, New Jersey**

**Donation of Township Property (Police Radios)**

**WHEREAS**, the Township Committee of the Township of Mansfield, Warren County has been made aware that the older portable police radios, which are no longer serviceable and have been replaced

with new models, are in the possession of the Township that are not now, nor reasonably needed in the future, for Township purposes due to their age and inability to auction due to safety concerns; and

**WHEREAS**, N.J.S.A. 40A:11-36(2) authorizes that the Township may dispose of any Township property, and all interest therein, not needed for Township use; and

**WHEREAS**, the Township has reviewed the items of Township property put forth below, and has determined that said Township property is not needed for Township purposes.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee, that the items put forth below shall be and are hereby determined to be surplus Township property not needed for Police Department use.

**BE IT FURTHER RESOLVED** that the Township Committee of the Township of Mansfield hereby directs the Chief of Police to dispose of the Township property in the most cost-effective manner, and that the items may be deleted from the fixed asset inventory.

**AND BE IT FURTHER RESOLVED** that this Resolution shall become effective as of August 11, 2021.

Motorola XTS1500 Portable Radios and accessories to be donated to:  
10 – Township of Washington (Warren County)  
5 – Township of Blirstown

**RESOLUTION NO. 2021-160  
OF THE TOWNSHIP COMMITTEE OF  
THE TOWNSHIP OF MANSFIELD**

*Authorizing Payment of Municipal Obligations*

**WHEREAS**, the Township Committee of the Township of Mansfield finds and declares that certain municipal obligations have come due and are now payable; and

<b>PREPAID LIST</b>	
CURRENT	\$823.14
CAPITAL	
TRUST	
DOG	
RECREATION	
OPEN SPACE	
DEV ESCROW	
UNEMPLOYMENT	

TAX PREMIUM	
MANDATORY DEV	
OUTSIDE EMPLOY	
<b>TOTAL</b>	<b>\$823.14</b>

<b>BILLS LIST</b>	
CURRENT	\$90,371.07
CAPITAL	\$42,643.78
TRUST	\$
DOG	\$130.20
RECREATION	\$
OPEN SPACE	
DEV ESCROW	\$
UNEMPLOYMENT	
TAX PREMIUM	\$
MANDATORY DEV	\$
OUTSIDE EMPLOY	\$
<b>TOTAL</b>	<b>\$133,145.05</b>

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Mansfield does hereby authorize payment of said municipal obligations, in accordance with the recommendations of the Chief Financial Officer and the Deputy Treasurer, from the following accounts and in the following amounts: **WHEREAS**, the Township Committee further finds and declares that said obligations have been itemized on the annexed schedules, which are hereby deemed part of this Resolution;

**RESOLUTION 2021-161  
 TOWNSHIP OF MANSFIELD  
 WARREN COUNTY, NEW JERSEY**

**WHEREAS**, NJS 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Government Services; and  
**WHEREAS**, the Director of the Division of Local Government Services has promulgated rules and regulations for electronic tax sales; and  
**WHEREAS**, the Director of the Division of Local Government Services has approved NJ Tax Lien Investors/RealAuction.com to conduct electronic tax sales; and  
**WHEREAS**, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more complete tax sale process; and  
**WHEREAS**, the Township of Mansfield wishes to participate in the program for an electronic tax sale.  
**BE IT RESOLVED**, by the Township Committee of the Township of Mansfield that the Tax Collector is hereby authorized to complete an application to participate in the electronic tax sale in an amount not to exceed \$3,200.00 to be held on November 18, 2021.

RESOLUTION # 2021 –162  
 REFUND OF A LAND USE BOARD APPLICATION ESCROW

TOWNSHIP OF MANSFIELD  
 WARREN COUNTY, STATE OF NEW JERSEY

**WHEREAS**, John Lunghi issued a check dated 4/29/21 with the Township of Mansfield, County of Warren; and

**WHEREAS**, the applicant has withdrawn the application and there remains a balance of \$ 780.00 in the escrow account; and

**WHEREAS**, the Land Use Board Attorney have determined that the escrow balance can be refunded,

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Finance Office be authorized to refund the amount of \$ 780.00 to John Lunghi.

Mr. Hayes made a motion to approve Resolutions 2021-153 – 2021-162, which was seconded by Mr. McGuinness.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

## **ORDINANCES**

### **First Reading**

#### **ORDINANCE 2021-14**

#### **AN ORDINANCE TO AMEND CHAPTER 182-9 AND CHAPTER 182-10 OF THE CODE OF THE TOWNSHIP OF MANSFIELD BY REVISING SPORT ACTIVITY REGISTRATIN FEES AND CLINIC SPORTS REGISTRATION FEES**

**WHEREAS**, the Township Committee of the Township of Mansfield has determined that there should be, within the Township of Mansfield a range for sport activity and clinic sports registration fees.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, that the Code of the Township of Mansfield is hereby amended to include the following provisions regarding recreation fees shall be as follows:

#### **SPORT ACTIVITY REGISTRATION FEES**

<b>SPORT</b>	<b>FEE RANGE</b>
a. Basketball	\$ 60.00 - \$ 90.00 per player
b. Softball	\$ 60.00 - \$ 90.00 per player
c. Soccer	\$ 60.00 - \$ 90.00 per player
d. Field Hockey	\$ 60.00 - \$ 90.00 per player
e. Football	\$ 60.00 - \$ 90.00 per player
f. Flag Football	\$ 60.00 - \$ 90.00 per player
g. Cheerleading	\$ 60.00 - \$ 90.00 per player
h. Flag Cheerleading	\$ 60.00 - \$ 90.00 per player

If three (3) children in the same family are registered for the same sport, the third shall be free.  
Registration late fee. Registrations that are turned in after the close of the registration period will be assessed a late fee of \$25.00 for all sports.

Refunds of registration fees will be charged a \$5.00 processing fee.

**CLINIC SPORTS REGISTRATION FEES**

<b>CLINIC</b>	<b>FEE RANGE</b>
a. Learn-to-play Field Hockey	\$ 35.00 - \$ 80.00 per child
b. Soccer Clinic	\$ 35.00 - \$ 80.00 per child
c. Beginner Tennis Program Ages 5-6 (Spring and Fall)	\$ 20.00 - \$ 55.00 for Six (6) half (1/2) hour sessions, per child
d. Beginner Tennis Program Ages 5-6 (Summer and Winter)	\$ 15.00 - \$ 60.00 per weekly half (1/2) hours session, per child
e. Beginner Tennis Program Ages 7-14 (Spring and Fall)	\$ 40.00 - \$ 55.00 for Six (6) one (1) hour session, per child
f. Beginner Tennis Program Ages 7-14 (Summer and Winter)	\$ 25.00 - \$ 65.00 per weekly one (1) hour session, per child
g. Beginner Tennis Program Ages 10-12 (Summer)	\$ 40.00 - \$ 65.00 per session, per child
i. All Tennis Programs	\$ 10.00 Insurance fee (paid one (1) time per child
j. Soccer Camps	\$145.00 - \$160.00 per child
k. Soccer Pre-K Camp	\$ 75.00 - \$125.00 per child
l. Softball (For each player enrolled in one (1) of Mansfield's softball league programs.	\$ 20.00 - \$ 40.00 per child

This ordinance shall take effect immediately after passage.

Any ordinance that is inconsistent with the foregoing shall be deemed repealed by this ordinance.

Mrs. Mora Dillon made a motion to approve the first reading of Ordinance 2021-14 with a second reading on September 8, 2020, at 7:30 pm, which was seconded by Mr. McGuinness.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

**EXECUTIVE SESSION**

Mayor Watters announced moving into Executive Session.

Mr. Lavery stated the Executive Session discussion will include:

- Personnel matter dealing with DPW

Mr. Hayes made a motion to go into Executive Session at 7:58 pm, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

### **RETURN FROM EXECUTIVE SESSION**

Return from Executive Session at 8:12 pm.

Mr. Lavery announced the return from Executive Session at 8:12 pm where they discussed:

- Personnel matter dealing with DPW

No official action was taken. Copies of these minutes will be available at such time the Committee determines there is no longer a harm to the public interest.

Mr. Hayes made a motion to return to Regular Session, which was seconded by Mr. McGuinness.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mr. Lavery requested a motion to authorize his office to make the offer on the DPW grievance as discussed in Executive Session.

Mr. Hayes made a motion which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

### **COMMITTEE REPORTS**

Ms. Hrebenak reminded the Committee about the interview meeting on Wednesday, September 18th at 7:00 pm.

Mayor Watters stated to Mrs. Fascenelli that he received an email from SWAC with the dates they are choosing for the next meeting. He is not available on those dates, so Mrs. Fascenelli will see if she can make it.

Mayor Watters asked Mr. Snyder about a driveway that was installed by the recreation building Mr. Snyder stated it was going good. We had millings down by the garage and it should relieve the parking on the field.

Mr. Hayes made a motion to adjourn at 8:15 pm, which was carried by all.